

- **SAMPLE 4 — Statewide Community Planning Group: Letter of Nonconcurrency**

Date
Grants Management Officer
Procurement and Grants Office
Centers for Disease Control and Prevention
290 Brandywine Road
Room 300, Mailstop E-15
Atlanta, GA 30341
Re: LETTER OF NONCONCURRENCE

Dear Mr./Ms. _____:

After careful consideration of the health department's application, we have decided not to concur with that application. The application does not reflect our priorities for target populations or interventions directed to those populations. Instead, the health department application proposes funding for programs directed at the general public and a broadly targeted HIV counseling and testing program. We do not make this decision lightly.

Our group spent many hours reviewing epidemiologic data and the results of our needs assessment to form our population priorities. We also consulted with behavioral scientists and conducted an extensive literature review to support our intervention priorities. The health department application appears not to have recognized our efforts or recommendations.

We also want to register our dismay at the health department's lack of cooperation with the review process. Initially the CPG was informed that we would have 24 hours to review the application and that budget tables would not be included in the draft copy sent for review. We were able to negotiate three days for the review, still an inadequate amount of time.

We would greatly appreciate your help in resolving this matter.

Sincerely,

Community Co-chair